KIRKWOOD COMMUNITY COLLEGE
Regular Meeting of the Board of Trustees, Thursday, May 13, 2010, 4:30 PM
B.A. Jensen Board Room, Kirkwood Hall, Kirkwood Community College, Cedar Rapids, IA

MINUTES

Present: Trustees Lois Bartelme, Paul Glenn, John Hall, Elaine Harrington, Jim Mollenhauer, Keith Stamp (arrived at 4:40), Marcia Rogers (left meeting at 6:20 p.m.) and John Swanson.

Also Present: Mick Starcevich, President; Sheryl Cook, Secretary; Jim Choate, Treasurer.

Chair Bartelme called the meeting to order at 4:30 p.m.

Trustees Mollenhauer and Hall moved and seconded approval of the minutes of the regular board meeting held on April 22, 2010, and directed them to be made a part of the permanent record. Motion carried: 7-0.

Trustees Harrington and Swanson moved and seconded approval of the agenda. Motion carried: 7-0.

REPORTS OF PRESIDENT AND SECRETARY

Steve Carpenter gave the Kirkwood report.

CONSENT AGENDA

Trustees Glenn and Mollenhauer moved and seconded approval of the Consent Agenda. Motion carried: 8-0.

A. Personnel (as attached to these minutes)
B. Change Orders:
   1. Miron Construction – The Hotel & Culinary Center – add $47,429.00
C. Synopsis of Bills pages 1 through 87 for total approval of $4,449,156.58
D. Annual Contracts with Grant Wood Area Education Agency for Materials Utilization and Delivery Services
E. Heritage Area Agency on Aging Task Force
F. ACE Agreements and Annual Program Update

REGULAR AGENDA

Trustees Stamp and Hall moved and seconded approval to move the Pharmacy Technician Diploma program from the Development Phase to the Implementation Phase. Motion carried: 7-0.

Trustees Harrington and Mollenhauer moved and seconded approval to appoint Barry Boyer to the Kirkwood Foundation Board Directors. Motion carried: 7-0.

There being no further business coming before the Board, Trustees Harrington and Swanson moved and seconded the meeting be adjourned at 6:55 p.m.

By:

__________________________________________  ________________________________
Lois Bartelme, Chair                              Sheryl Cook, Secretary
1. New Positions

   a. Consideration of negotiations for the employment of Kasi A. Tenborg, Restaurant and Beverage Manager, The Hotel at Kirkwood Center, effective April 26, 2010, at an annual salary of $41,000.

   b. Consideration of negotiations for the employment of Justin B. Billings, Banquet Chef, The Hotel at Kirkwood Center, effective April 26, 2010, at an annual salary of $39,000.

   c. Consideration of negotiations for the employment of Lisa A. Cleland, Long Term Options Counselor, Heritage Area Agency on Aging, effective April 30, 2010, at an annual salary of $35,000, contingent upon funding from the Lifelong Links Aging and Disability grant.

   d. Consideration of negotiations for the employment of Brittney M. Morris, Department Coordinator, Agricultural Science, effective May 17, 2010, at an annual salary of $35,000.


   f. Consideration of negotiations for the employment of Brian L. Schooley, Executive Housekeeper, The Hotel at Kirkwood Center, effective May 17, 2010, at an annual salary of $41,000.

   g. Consideration of negotiations for the employment of Mary D. Boulet, Office Coordinator, English, effective July 1, 2010, at an annual salary of $24,000.

   h. Consideration of negotiations for the employment of Cathy M. Encke, Billing Specialist, Accounting Services, effective July 1, 2010, at an annual salary of $39,000.

   i. Consideration of negotiations for the employment of Catharine M. Kruse, Billing Specialist, Accounting Services, effective July 1, 2010, at an annual salary of $35,560.

   j. Consideration of negotiations for the employment of Carmen M. Miller, Collection Specialist, Accounting Services, effective July 1, 2010, at an annual salary of $31,000.

   k. Consideration of negotiations for the employment of Cheri L. Thompson, Collection Specialist, Accounting Services, effective July 1, 2010, at an annual salary of $32,316.

2. Replacements


   b. Consideration of negotiations for the employment of JoAnna L. Knight, Custodial/Maintenance, Facilities, effective April 19, 2010, at an annual salary of $22,500. She replaces Isabella R. Zander.

3. Promotion
   
a. Sarah I. Walker, Assistant Teacher, Child Care Center, has been promoted to Kitchen Coordinator, Child Care Center, effective April 12, 2010, at an annual salary of $24,000. She replaces Sharon L. Burco.

   b. Kevin R. Foht, EagleCard Coordinator, Accounting Services, has been promoted to Purchasing Coordinator, Accounting Services, effective July 1, 2010, at an annual salary of $37,500. He replaces Sharon L. Fordice.

4. Internal Transfers
   
a. Gina M. O’Connor, Office Coordinator, Information Technology, is transferring to Office Coordinator, Industrial Technologies, effective June 1, 2010, at no change in her salary.